

**CITY COUNCIL
CITY OF SEAT PLEASANT
CLOSED SESSION
WEDNESDAY, OCTOBER 12, 2011
7:30P.M.**

1. OPENING

Call to Order

Council President Gatling called the meeting to order at 7: 30p.m.

- It was motioned by Councilmember Simms and Seconded by Councilmember Stephenson to begin the Closed Session. The motion carried.

Roll Call

Present: Councilmember Darrell Hardy, Councilmember Kelly Porter, Councilmember Gerald Raynor, Councilmember Elenora Simms, Councilmember Aretha Stephenson and Councilmember Reveral Yeargin

- The City Council met in accordance with State Government Article Section 10-508 (a) 1. To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation or performance evaluation of appointees, employees, or officials over whom it has jurisdiction.
- The City Council discussed sample position descriptions for the City Clerk position and compared them to the City's newly revised draft position description.
- The City Council discussed sample evaluation forms for the City Administrator position and an evaluation process.
- The meeting adjourned at 8:00p.m.

Submitted by,



Dashaun N. Lannham
City Clerk